Montana Fish, Wildlife & Parks

STATE OF MONTANA
DEPARTMENT OF FISH WILDLIFE AND PARKS

Stream Restoration Request for Quotation (RFQ)

This Request for Quote is submitted under your Stream Restoration Services Contract # SPB07-13780 with the Department of Administration, State Procurement Bureau.

Agency: Montana Fish Wildlife and Parks CONTACT: Rick Dorvall	Request for Quote No.: 090094	Date Issued: 10/21/08
Submit RFQ response via delivery or mail to: FWP Purchasing, 930 Custer Ave. Helena, MT 59620. RFQ# 090094 Must be on outside of proposal package.	Responses are due by 2 PM on: 11/21/08 **See Page 8 for Mandatory Site Tour information**	

Expected Work Period: Work period is projected from: November 2008 through November 1, 2010

Category of Service:

1. Water Quality Monitoring:
   - ☐ Fixed Station & Probabilistic Design
   - ☐ Lakes & Streams
   - ☐ Reference Sites
2. TMDL:
   - ☐ Targets
   - ☒ Source Assessment/Delineation
   - ☐ Load Allocations
   - ☐ Effectiveness Monitoring
3. ☐ Total Maximum Daily Loads
4. ☐ Stakeholder Participation
5. ☐ Geographic Information Systems (GIS) Services
6. ☐ Remote Sensing
7. ☐ Water Quality Modeling
8. ☐ Statistical Analysis
9. ☐ Analytical Laboratory Services
10. ☐ DEQ Electronic Data/Information Technical Assistance
11. ☐ Heavy Equipment Operators
12. ☒ Revegetation Services
13. ☐ Watershed Coordination
14. Communication/Educational Services:
    - ☐ Information & Education
    - ☐ Contract Administration
    - ☐ Information Transfer & TMDL Technical Editing
15. ☐ Land Use Planning Services
16. ☐ Preparation of Technical Manuals or Circulars
17. Environmental Review:
    - ☐ Mining, Air Quality & Water Quality
    - ☐ Major Facility Siting
    - ☐ Amendments to MFSA Certificates
18. ☐ Monitoring of Certified Projects-Major Facility Siting
19. ☐ Groundwater Modeling
20. ☒ Permit & Compliance Activities

Expected Work Commitment:	Scope of Work:
Design that can be used for all aspects of permitting, funding and construction bids.	Design and Oversight of channel, bank and riparian restoration on approximately 6 miles of the North Fork of the Big Hole River. See Scope of Work.
The contractor will be required to perform duties including, but not limited to: See attached Scope of Work	Evaluation factors for this RFQ: See Attached Design Scoring Criteria

Submitted By (Name & Title):		
Phone:	Email:	Fax:
Date Submitted:		

Instructions to Contractor

Please ensure that you have included the following information in your response, as these are the items that will be used by the agency for evaluation purposes: **Proposal must be organized in the same order as the outline below.**

1. Include in a point by point proposal, all of the following in your response:
2. Introduction
3. Table of Contents
4. References/Past Projects similar to this project. (Section 2 of Scoring Criteria)
   a) Describe projects similar to the one described in the Scope of Work completed by the lead consultant submitted for this work request. Include the outcomes achieved for the customer. Identify and provide current contact information (name, telephone, email, etc.) for this customer.
5. Staff qualifications, Resumes, Company Profile and Experience specifically working on the project. (Section 2 of Scoring Criteria)
6. Detailed Project Design Proposal that can be used for all aspects of permitting, funding and construction (Section 4 of Scoring Criteria)
   a) In 5-7 pages, describe your proposed solution and overall approach to the agency's defined Scope of Work.
7. Detailed Time Line and date staff will be available to begin work. (Section 4 of Scoring Criteria)
8. Project Lead information and number of staff that will be available for this request and their skill sets. (Section 2C of Scoring Criteria)
9. Fixed Cost Proposal: (Section 5 of Scoring Criteria)

   a) the number of hours required for you to complete the Scope of Work

   b) hourly rate for personnel

   c) a firm, fixed cost for completing the Scope of Work

   d) a detailed schedule and project plan to complete the Scope of Work.

10. Additional specialized equipment necessary to complete the defined Scope of Work.

11. Contractor's contact information for this request. Include project lead name, title, email, and phone and fax numbers.

A Task Order number will be assigned, and formal Task Order issued after a contractor is selected to perform this request.

NOTE: Release of this Request for Quote does not obligate the State of Montana or the Agency to contract for services specified herein.

Montana Fish, Wildlife & Parks

PROJECT OVERVIEW:

The STATE OF MONTANA, Department of Fish, Wildlife and Parks, (FWP),(hereinafter referred to as "the State") is seeking a contractor to provide professional design, planning and oversight services for Stream and Riparian Restoration for the North Fork of the Big Hole River in the Upper Big Hole Watershed. A more complete description of the services sought for this project is provided in the following Scope of Work.

SCOPE OF WORK:

- Design and oversight of channel, bank and riparian restoration of approximately six (6) miles of the North Fork of the Big Hole River flowing through the property of Erb Livestock Co. and land leased from the State of Montana.

Project Location:

The project will be conducted on approximately six miles of the North Fork of Big Hole River flowing through the property of Erb Livestock Co. and land leased from the state of Montana (Township 1S, Range 16W, Section 36 and Township 1S, Range 15W, Sections 31, 32 & 33) approximately 6 miles north of Wisdom, MT (Figure 1).

Single Point of contact for this request for quote will be:

Rick Dorvall
FWP Purchasing Officer
930 Custer Ave. W
Helena, MT 59620
Phone: 406-495-3249
Fax: 406-495-3253
Email: rdorvall@mt.gov

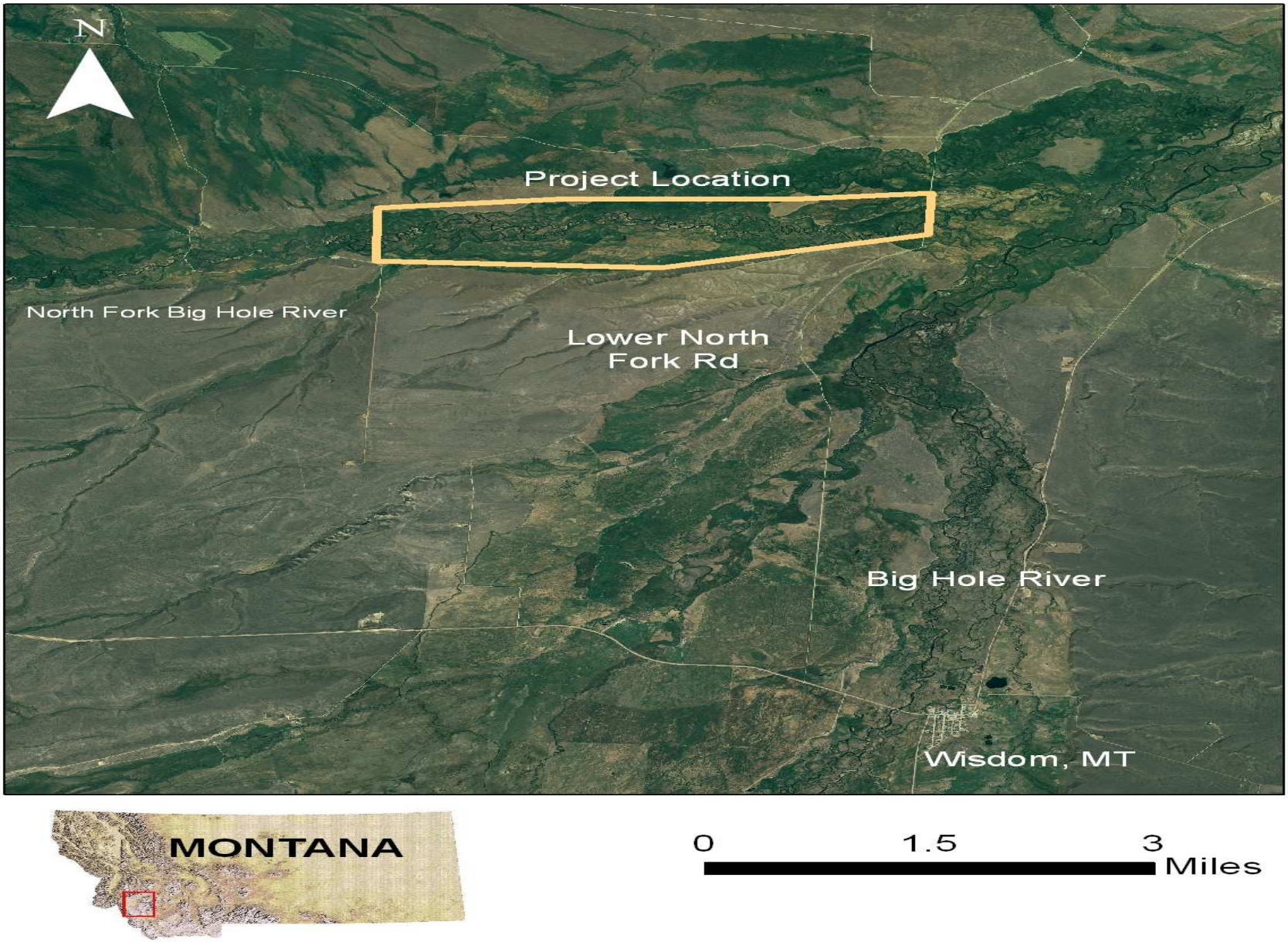

Figure 1. Location of the North Fork Restoration Project.

Project Justification:

The North Fork of the Big Hole River historically has supported a complement of native fish species including Arctic grayling, burbot and mountain whitefish. The reach of river to be restored flows through property enrolled in the Candidate Conservation Agreement for Arctic Grayling in the Upper Big Hole River. The channel shape, form and function as well as riparian habitat have been altered by a combination of human manipulation, livestock grazing, and drought conditions. The streamflow and diversionary flow (irrigation water) dynamics are poorly understood in this part of the watershed. The restoration potential for this reach of river is not known due to the poor understanding of the local hydrology, potential sediment transport issues, the role and suitability of side channel habitats and the role that local geology plays in maintaining the form and function of the channel of the North Fork. The potential for this project is to significantly enhance the local fishery and improve aquatic habitats for native fish species including Arctic grayling.

Figure 2. An irrigation diversion with the Project Reach.

Project Goals:

The goal of this project is the development of a restoration plan/design that leads to significant enhancement of fish habitats within the Project Reach. Since this reach of river is poorly understood (in a relative sense) the project will occur over two years and the construction of any recommended restoration work will begin in 2011. The secondary goals of the project are to collect enough data to better understand the hydrology, channel morphology, vegetative dynamics, and streambank stability within this reach of river. Restoration recommendations will be based on the data collected as part of this project.

Data Collection:

In order to produce a high quality restoration plan/design for this reach of river the following data collection will be required:

1. Installation, maintenance, and development of rating curves of continuous flow measuring devices (Aquarod/Trutrac type) at the top and bottom of the project reach (2 sites) (May 1-October 1, 2009 and 2010).

2. Installation, maintenance, and development of rating curves of continuous flow measuring devices (Aquarod/Trutrac type) within two side channel locations within the project reach (2 sites) (May 1-October 1, 2009 and 2010).

3. Installation, maintenance, and development of rating curves for a maximum of five continuous measuring devices (Aquarod/Trutrac type) in irrigation systems upstream and within the restoration reach.

4. Channel morphology data from a minimum of six cross-sections (3 riffles; 3 pools) within the project reach during two years of data collection. Site selection will include reaches with side-channels.

5. At each cross section a representative pebble count and an active bed riffle pebble count will be taken to determine channel type and to be used in hydraulic calculations (Rosgen 2008).

6. Three longitudinal profiles of a minimum of 1000 ft spaced evenly within the reach to determine baseline stream attributes including but not limited to: slope, sinuosity, and channel unit (pools, riffles..) frequency.

7. Survey of vegetation along the restoration reach to determine baseline conditions, restoration potential, and availability of “borrow” sources for the construction phase of the project.

8. Evaluation of eroding streambanks using the Bank Erosion Hazard Index (BEHI), Near Bank Stress (NBS) or other appropriate method.

Available Data:

1. The USDA NRCS conducted a Riparian Assessment of the reach in 2006. The data is available upon request.

2. Water rights data is available for this part of watershed. Data includes: points of diversion, places of use, maximum flow rates, priority dates. The data is available upon request.

3. An inventory of stream habitat parameters in the North Fork from 1994.

Deliverables:

In addition to the data collected as part of this project, a restoration design/plan will be developed (3 copies must be provided to FWP) that serves the purpose of implementing a restoration project that significantly enhances the habitat parameters on this reach of the North Fork. The plan must take into consideration the irrigation rights and dynamics that exist on this reach of river. The plan should provide the detailed information necessary to generate all applicable state and federal permit documents, Environmental Assessment of the restoration project and any necessary funding requests. The plan should also have enough detail to allow for a fair and accurate bidding process for the construction phase of this project.

Meetings:

A minimum of five meetings will be required as part of this process to insure that all parties have the same goals and objectives prior to the commencement of data collection in Spring 2009. Update meetings will occur each year (2009 and 2010) at the end of the field season (fall) and a meeting will be required to develop a scope of work for the construction phase of the project. A limited number of additional meetings may be required to meet the goals and objectives of this project. Monthly updates will be requested and initiated by FWP.

- **Final Design will be due on or before November 1, 2010.**
- **Compensation for project oversight will be capped at 15% of the total cost associated with construction and labor**
- **Fish, Wildlife and Parks may request specific individuals from selected contractor to be the primary contact for the project and provide on the ground project oversight.**

Questions and Answers:

Deadline for written questions is 12:00 Noon on Wednesday November 12th, 2008. All questions must be submitted in written form emailed to Rick Dorvall rdorvall@mt.gov. Answers will be posted on FWP's website fwp.mt.gov under Recent Public Notices- Bids and Proposals, no later than 5 PM Monday November 17th, 2008.

MANDATORY SITE TOUR:

There will be a **mandatory** site tour that is scheduled for **Tuesday October 28, 2008.** **Please meet in front of Fettys Café, Highway 43, Wisdom, MT 59761 at 10:30 AM**. Representatives from Montana Department of Fish, Wildlife and Parks and the US Fish and Wildlife Service will be present to provide a site tour, project background, goals and objectives, and answer any questions. **Complete proposals will be due by 2 PM Local Time on Friday November 21, 2008.** Please send proposal to the following address:

Montana Fish Wildlife and Parks
RFQ# 090094
930 Custer Ave. W.
PO Box 200701
Helena, MT 59620
Please email any questions to Rick Dorvall at rdorvall@mt.gov.

Site Tour **MUST BE** attended by vendor representative in order to be considered for this project

Site Tour is weather dependent. Tour may be rescheduled if conditions don't allow access.

Please call Rick Dorvall at 406-495-3249 if you are going to attend the site tour.

Offeror must submit one (1) original proposal and five (5) copies.

Cost Proposal Scoring Method

The proposal with the lowest cost receives the maximum points allowed. All other proposals receive a percentage of the points available based on their cost relationship to the lowest. This is determined by applying the following formula:

$$\frac{\text{Lowest Cost}}{\text{Cost Being Evaluated}} \times \text{maximum points available} = \text{awarded points}$$

Example: The cost for the lowest proposal is $100,000. The next lowest proposal has a cost of $125,000. The total points available for cost = 100 points.

$$\frac{\$100{,}000}{\$125{,}000} = 80 \times 100 = 80 \text{ points}$$

Scoring Criteria

	Vendor:	Evaluator:	
	Category	**Point Value**	**Points Awarded**
Section			
1.0	**References/Are the References Applicable to This Type of Project**		
	Excellent References	**50-80**	
	Good References	**40-50**	
	Poor or No References	**0**	
	Total Possible for Section 1	**80**	
2.0	**Resumes/Company Profile and Experience**		
A.	**Years of Applicable Experience**		
	0 to 5	**0**	
	5 to 10	**3**	
	10 to 15	**10**	
	15 to 20	**50**	
	>20	**100**	
	Total Possible for Section 2A	**100**	
B.	**Past Projects? Have Similar Type Projects Been Completed**		
	0 to 5	**0**	
	5 to 10	**3**	
	10 to 15	**10**	
	15 to 20	**50**	
	>20	**100**	
	Total Possible for Section 2B	**100**	
C.	**Staff Qualifications/ Staff Should Include Expertise in the Five**		
	Disciplines of Fluvial Geomorphology, Hydrology, Botany, Fisheries		
	Biology and Engineering.		
	1 Discipline	**0**	
	2 Disciplines	**2**	
	3 Disciplines	**10**	
	4 Disciplines	**30**	
	5 Disciplines	**100**	

3.0	**Ability to Meet Quality Criteria**		
A.	**Knowledge/Experience of Stream Restoration Techniques**	**100 total**	
	Excellent	**90-100**	
	Good	**50-70**	
	Poor or None	**0**	
B.	**Knowledge/Experience of Native Riparian Restoration with Native Willow Species**	**100 total**	
	Excellent	**90-100**	
	Good	**50-70**	
	Poor or None	**0**	
C.	**Knowledge/Experience of the Big Hole Watershed**	**100 total**	
	2 or More Projects Completed in Big Hole Watershed	**90-100**	
	1 Project Completed in Big Hole Watershed	**50-70**	
	No Projects Completed In Big Hole Watershed but Projects Completed in Similar Watershed Area	**0-40**	
	Total Possible for Section 3.0	**300**	
4.0	**Method of Providing Services**		
A.	**Does Work Plan Adequately Address Project Goals**	**100 total**	
	Excellent	**80-100**	
	Good	**40-60**	
	Poor or No	**0**	
B.	**Does Work Plan Gather Necessary Data For Project Design**	**100 total**	
	Excellent	**80-100**	
	Good	**40-60**	
	Poor or No	**0**	
C.	**Does Timeline Allow for Data Collection at Realistic Times/Seasons**	**100**	
	Excellent	**80-100**	
	Good	**40-60**	
	Poor or No	**0**	
D.	**Does Final Design Timeline Meet FWP Timeline Required in RFQ**	**100**	
	Excellent	**80-100**	
	Good	**40-60**	
	Poor or No	**0**	
	Total Possible for Section 4.0	**400**	

5.0	**Cost of Proposal**		
A.	**Cost**		
	Total Possible for Section 5.0	**270**	
	Cost will be evaluated using the Ratio Method. See Example Below		
	Lowest Cost divided by Cost being evaluated x Maximum Points Possible = Points		
	Lowest Cost Receives all 270 points		
	Total Points Awarded for this Proposal		
	Example: $20,000 / $30,000 x 270 = 180 points		
	Total Possible Points 1350		